



DEPARTMENT OF THE ARMY
U.S. TOTAL ARMY PERSONNEL COMMAND
ALEXANDRIA VA
22331-0472



TAPC-PDE

15 May 2002

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Army Tuition Assistance Guidance for Fiscal Year 03

1. Effective fiscal year (FY) 03, the Army will pay all or a portion of the charges of an educational institution for the tuition and expenses of its soldiers for postsecondary education during off-duty periods, up to the newly established semester hour cap of \$250 and annual ceiling of \$4500. Allowable expenses are fees charged by the institution related to instruction such as laboratory and computer fees, or other required fees such as for security, health, or library access. TA will not be used for purchase of textbooks unless included in the academic institution's published tuition rates. In the case of parking fees, when a parking fee is charged to all students for maintenance of lots, etc., and is a requirement for enrollment, it should be paid.
2. When an institution's tuition fees are \$250 or less per semester hour (or equivalent) the Army will pay 100 percent of the amount charged by an institution. When an institution's fees exceed \$250 per semester hour, the Army will pay \$250 per semester hour (or equivalent) of credit.
3. This rate will be applied uniformly whether instruction is delivered traditionally or through distance education. For courses over six months in length from class start to end dates, TA will be paid after successful course completion. Rates of tuition assistance (TA) other than identified in paragraphs 1 and 2 will not be authorized.
4. This statement is extracted from the Rapid Action Revision (RAR) to Army Regulation 621-5, which addresses changes in the law (10 USC 2007), DoD uniform TA policy and Voluntary Education Service Chiefs' agreements effecting TA administration. The RAR is currently being staffed with the Army G-1 and Assistant Secretary of the Army (Manpower and Reserve Affairs) and we anticipate that it will be fielded shortly.
5. POC this memorandum is Janice Yoo, DSN 221-9879, CML 703-325-9879 or email janice.yoo@hoffman.army.mil.

L. Dian Stoskopf
Chief, Education Division

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